

MINUTES OF MEETING OF BOARD OF PUBLIC WORKS, DECEMBER 13, 1939

The Board of Public Works met in the office of the Board, Union Trust Building, Baltimore, on Wednesday, December 13th, 1939.

There were present:

Herbert R. O'Connor, Governor
J. Millard Tawes, Comptroller
Hooper S. Miles, Treasurer
Walter N. Kirkman, Director- Department
of Budget & Procurement.

GENERAL BOND ISSUE OF 1939:

On motion duly seconded, the following resolution was unanimously adopted:

BE IT ORDERED, That in accordance with the Acts of 1939, Chapter 756, the Governor, Comptroller of the Treasury, and the Treasurer of the State be and they are hereby authorized and directed to advertise twice a week for two successive weeks in the Baltimore Sun and the Baltimore News, the first insertion to bear date of January 8th, 1940 and the last insertion to bear date of January 19th, 1940, that the Treasurer will receive in the office of the Treasurer at Annapolis, Maryland, at any time up to 12 o'clock, noon, on January 23rd, 1940, bids for bonds of the State of Maryland in the aggregate sum of \$1,370,000.00, to be issued under the provisions of said Act; said bids to be contained in sealed envelopes appropriately endorsed, and each bid to be accompanied by a certified check upon some responsible banking institution, drawn to the order of the Treasurer of Maryland for five per centum of the par value of the amount bid for. All bids will be opened at 12 o'clock noon on the 23rd day of January, 1940.

Said bonds shall be dated the 15th day of February, 1940. The bidders shall be required to indicate in their bids the rate of interest to be paid on the bonds, on which rate their bids are to be based and submitted. The rate named must be a multiple of one-fourth of one per centum, the interest to be payable semi-annually on the fifteenth days of February and August, respectively, during the continuance of said loan, and all bids shall be based on an offering to pay not less than par for the bonds. Said bonds shall be of the denomination of \$1,000 each, all shall be subject to registration as to principal, and all shall be issued with interest coupons attached and shall be deliverable on the 15th day of February, 1940. The said bonds shall be issued upon the Serial Annuity Plan as provided in said Act.

The right shall be reserved to accept one bid for all of said loan, or separate bids for parts of said loan, as may produce the highest amount; and the right shall also be reserved to accept bids which are for parts of said loan, but which may not be for all, and to reject all bids or any bids. If two or more responsible bidders shall make the same bid and each bid shall be the highest, and the certificates so bid for by such highest responsible bidders shall be in excess of the whole amount of certificates as offered for sale, then such certificates of indebtedness may be awarded in a ratable proportion to such responsible bidders bidding the same price.

The Governor, Comptroller and the Treasurer shall cause to be prepared bonds in good and sufficient form for the amount of said loan.

The Board approved the bill of Lucien E. D. Gaudreau, architect, in the amount of \$2,721.82, covering services rendered in connection with the above contract, this amount being 3.6% commission on the amount of the contract to G. Walter Tovell, Inc.

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The Secretary brought to the attention of the Board a letter from Cheltenham School for Boys requesting authority to accept the bid of Bernard F. Wyvill, Upper Marlboro, Maryland, in the amount of \$2,975.00 for the furnishing of all labor in connection with the erection of a cottage at the institution in accordance with the plans and specifications prepared by Mr. Lucien E. D. Gaudreau, architect.

The Board approved this request. The School is to purchase the materials for the work through the Department of Budget and Procurement.

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The Secretary brought to the attention of the Board a communication received from Cheltenham School for Boys advising of the inadequacy of funds in the General Bond Issue of 1939 for the purchase of all of the equipment desired for the Laundry Building and requesting that the institution be permitted to amend its budget to the extent that \$2,000 would be available for transfer from the maintenance account to the construction account, to complete the amount necessary to purchase the desired laundry equipment.

The Board felt that it would be unfair to use money included in the operating budget, which might be needed very much during the present fiscal year, and disapproved the use of any of this money in connection with the purchase of laundry equipment.

POTOMAC RIVER BASIN COMMISSION: Expenses

The Secretary brought to the attention of the Board a bill from J. Andrew Cohill in the amount of \$21.50, covering expenses incurred in connection with a meeting of the Potomac River Basin Commission, held November 20th, 1939, in Washington, D. C.

The Board approved the payment of this bill out of the appropriation for expenses of Miscellaneous Commissions, under Miscellaneous Appropriations for the fiscal year 1940.

STATE OFFICE BUILDING:

The Secretary brought to the attention of the Board the fact that several departments which moved into the new State Office Building wanted to know out of which funds payment of the expenses incurred by them in moving their equipment, were to be paid.

It was the opinion of the Board that each department should take care of its own moving expenses out of any item in their budget which might be considered appropriate for such expense, and in the event there was no appropriate item, then a budget amendment should be secured creating such an item and crediting to it the amount of moving expense.

RENTALS FOR BALTIMORE OFFICE SPACE:

At the suggestion of Mr. Walter N. Kirkman, Director of the Department of Budget and Procurement, the Board approved the impounding of money appropriated to departments for the payment of rent for office space used by them where it will no longer be necessary to use this money because of the departments having been moved to the new State Office Building.

BOARD OF EXAMINERS OF PUBLIC ACCOUNTANTS:

Mr. Kirkman submitted budget for the operation of the Board of Examiners of Public Accountants for the current fiscal year, which he recommended be approved.

The Board approved this budget.

LEASES FOR STATE OFFICE SPACE:

The Board approved the following leases, prepared on the standard form of lease and duly executed by the parties thereto:

- 1- Teachers Retirement System and the Consolidated Gas, Electric Light & Power Co, covering space of that State agency in the Lexington Building, for a term of two years beginning October 1st, 1939, at a yearly rental of \$1,392.00;
- 2- State Board of Examining Engineers and Court Square Building, Inc., covering space of that State agency in Suite 1314-15 Court Square Building, for a term of one year beginning on December 1st, 1939, at a rental of \$300.00 per annum;
- 3- Maryland State Game and Inland Fish Commission and The Munsey Building Company, covering space of that State Agency located at 510-14 and 504 Munsey Building, for a term of four years, beginning December 1st, 1939, at the annual rent of \$1,887.00;
- 4- Unemployment Compensation Board and Green and Powers, covering space of that State agency at 120 Maryland Avenue, Hyattsville, Maryland, for a term of one year, beginning October 1st, 1939, at the rent of \$960.00 per annum;
- 5- State Roads Commission of Maryland and Federal Reserve Bank of Richmond, covering space of that State agency in the Federal Reserve Bank Building, Baltimore, for the term of four years, beginning October 1st, 1939, at an annual rental of \$20,740.00.

STATE INSURANCE DEPARTMENT:

Mr. Kirkman discussed the situation relative to office space for the State Insurance Department. He was authorized to confer with Mr. John B. Gontrum, State Insurance Commissioner, and arrange for space that would be satisfactory to that department.

MARYLAND STATE POLICE:

The Secretary brought to the attention of the Board a letter received from Colonel Beverly Ober, Superintendent of the Maryland State Police, requesting authority to purchase one acre of land adjoining the property now owned by the State Police Department at Randallstown, Maryland, on which is erected one of the Sub-stations, at a price of seven hundred and seventy-five dollars (\$775.00). Col. Ober advised the Board that it was desirable to make this purchase at this time, because in receiving aid from the W.P.A. it is necessary that the State be the owner of the land on which government funds are expended. At the present time, the State is merely leasee for the land adjoining the Sub-station.

The Board approved this request, payable out of funds available for the State Department of Police.

MARYLAND TUBERCULOSIS SANATORIUM:

The Secretary brought to the attention of the Board communication from Dr. Victor F. Cullen, Superintendent of the Maryland Tuberculosis Sanatorium, advising that bids for the construction of a new building at Mt. Wilson, Baltimore County, Maryland, were opened on November 30th, 1939. A list of the bidders was attached to Dr. Cullen's letter, showing that Costanza Construction Company as the low bidder at \$30,276.00. The Board was requested to approve a contract with Costanza Construction Company in the amount of \$30,276.00 to do the work in accordance with plans and specifications prepared by the architects, for the Sanatorium, Buckler & Fenhagen.

Dr. Cullen also requested that the institution be authorized to proceed with other work at the institution which it will be possible for them to do by purchasing materials through the State Department of Budget and Procurement, and employing the necessary labor, to be supervised by a foreman who has been doing this type of work for the Sanatorium for the past several years, payment to be made out of the funds available in the General Bond Issue of 1939.

The Board approved both of these requests.

DIVISION OF PAROLE AND PROBATION:

The Secretary submitted bill of the Saratoga Building & Land Corporation for \$125.00 covering rental for December 1939 due under the lease for space heretofore occupied by the Division of Parole & Probation which was moved to the new State Office Building, at Annapolis. The lease for the space terminates December 31, 1939.

In view of the fact that the State is obligated for the payment of this rent under the lease, payment of the bill was approved, out of the appropriation to the Board for rental of offices.

MARYLAND STATE BOARD OF EXAMINERS OF NURSES:

The Secretary brought to the attention of the Board a certificate of the Commonwealth Bank of Baltimore, No. 2753, covering ownership by the Maryland State Board of Examiners of Nurses of one-half share of stock of that bank. This stock was issued as a result of the banking difficulties incurred by the bank in 1933. A notice from the bank advised of the sale of the assets to the First National Bank of Baltimore and requested the surrender of the stock certificate, in negotiable form, to the Secretary of the Bank.

The Board instructed the Secretary to forward the certificate of stock to the Maryland State Board of Examiners of Nurses, advising them to endorse the certificate and forward to the bank, as requested, so that whatever is due on the certificate can be obtained by the Maryland State Board of Examiners of Nurses and returned to the State Treasury.

STATE DEPARTMENT OF FORESTRY:

The Secretary brought to the attention of the Board a letter from F. W. Besley, State Forester, dated November 22nd, 1939, to which was attached form of license agreement covering the leasing of a right-of-way to the Potomac Edison Company for an electric line across federal lands for the Department of Forestry.

The form of the License Agreement submitted was approved and a nominal charge of \$5.00 per mile was also approved.

STATE OFFICE BUILDING:

The Secretary brought to the attention of the Board the fact that no provision had been made for a cooler for drinking water on the fourth floor of the State Office Building. There are coolers on the other floors.

The Board approved the purchase of a cooler for the fourth floor, to be installed approximately mid-way between the two wings of the building.

stay in Baltimore in the new space which is available to it in the Maryland Trust Building.

COURT OF APPEALS BUILDING:

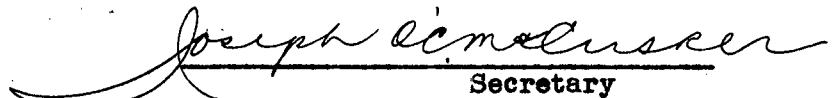
The Secretary brought to the attention of the Board a letter received by Mr. E. Lee Kries, Chief Engineer, relative to the installation of watchmen's clock system in the Court of Appeals Building. A letter from Detex Watchclock Corporation quoting a price of \$76.50 for the necessary clock stations, dials, etc. Mr. Kries stated that he felt it would be possible to buy the equipment for less than the price named.

The Board authorized the purchase of equipment to be made through the Department of Budget and Procurement.

SAFETY PROGRAM:

The Governor requested that the Board appropriate out of the Contingent Fund of the Board the sum of \$750.00 remaining unexpended in the salary appropriation for stenographer for the Board, to take care of the employment of Miss Bertha Derney, dating from November 1, 1939, at a salary of \$75.00 per month. The amount necessary beyond \$750.00, if the work is extended, to require additional funds for the payment of Miss Derney's salary, will be taken care out of fund available to the Governor in the executive budget.

There being no further business, the meeting was adjourned.


Secretary